



**TO / À:** **Rugby Canada - Member Unions**

**FROM / DE:** Graham Brown

**CC:** Myles Spencer, Senior Manager, Operations  
Trevor Stone, Coordinator, Member Services  
Bob Kreasul, Coordinator, Member Services  
Mike Chu, General Manager, Rugby Operations & High Performance

**Regional Liaisons:**

Mr. Troy Myers	Atlantic
Mr. Gordon Sneddon	Ontario
Mr. Larry Jones	Prairies
Mr. Patrick Aldous	British Columbia
Mr. Patrick Gourlay	Quebec

**DATE:** February 15<sup>th</sup>, 2012

**SUBJECT/OBJECT:** **Rugby Canada - Inbound and Outbound Tours Policy**

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Dear Member Unions,

The purpose of this memo is to provide an explanation on a new policy for Inbound and Outbound Tours.

Beginning in 2012, Rugby Canada will begin to charge a set fee to teams on all approved inbound and outbound tours. The fees for these tours will be applied to cover the administration during the approval process. Travel permits will be issued to all teams departing on tours (BC league do not require permit to the USA) and will cover all approved rugby activities.

The breakdown of fees is as follows:

<b>Inbound Tours - Clubs or Schools</b>	<b>\$50.00 per team</b>
<b>Outbound Tours - Schools</b>	<b>\$100.00 per team</b>
<b>Outbound Tours - Rugby Clubs</b>	<b>\$25.00 per team</b>

**Note:** All payment for inbound and outbound tours is made to Rugby Canada. Outbound tours refer to USA and International tours.

For teams organizing an inbound or outbound tour please refer to the forms on the Rugby Canada website under the Administration tab (Tours and Player Transfers), and contact Bob Kreasul ([bkreasul@rugbycanada.ca](mailto:bkreasul@rugbycanada.ca)) with any questions or concerns.

*Sincerely,*  
**RUGBY CANADA**

**Graham Brown** BHK MHK  
Chief Executive Officer

**RUGBY CANADA**

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